

The Cotswold Playhouse is small theatre owned by The Cotswold Players. We have no employees and assistance given to visitors is on a voluntary basis and should be so recognised. Not all the areas mentioned below are necessarily included in all hires and please note that we do not normally provide any stage or FX technicians.

**Performance Space** - The stage is 20' (6.1m) deep behind the House Tab line to the fixed cyc, with a further 3' (1m) in front of the tabs, the width is approximately 22' (6.7m) between soft black legs. The stage acting area is 3' 10" (1.2m) above the audience. Tab operation (manual) is P.S. side, access to O.P. is behind the cyc from P.S. (All measurements are approximate.) A diagram with measurements is available.

**Dressing/Warm-Up Room** - The Green Room (one level below stage - PS), which doubles as a communal dressing room. Above the Green Room at stage level is a Props/Wardrobe store, which on occasions may be used for quick changes.

**Auditorium** - The audience is seated on a tiered base giving a totally unobstructed view of the stage. The seating is fixed and numbered by row and seat with a central aisle, eight seats on the left and six on the right, giving seating for a total of 152. There are removable floor panels which when lifted form an orchestra pit. Four seats in the front right hand side are removable to accommodate two wheelchairs. Two seats are reserved for FOH/First Aid staff.

Please note there is no booking office at the Theatre other than when it is opened to the public generally half an hour or so before the performance. The theatre telephone number is solely an answering system which forwards messages to the Theatre Manager. We sell tickets online and by phone via TicketSource.

**Lounge** - Provides a licensed bar together with interval coffee and ice cream sales.

**Studio** – The studio on the first floor is roughly 12m by 6m, has a sprung, wooden dance floor and a mirror wall with barre. It is available for dance classes, workshops, etc.

**Office/Meeting Room** – Also on the first floor, this room has space for meetings or small rehearsals.

## TECHNICAL

### Sound

Sources: We have facilities to play mini discs, CDs (audio or MP3) and MP3 USB disks.

Amplification: Three stereo power amplifiers

Speakers: Six speakers are available: Two permanently on the front of the proscenium arch and four which may be placed on stage or in the orchestra pit if given prior notice.

Mixer: A conventional 8 channel analogue mixer is available which is fine for most purposes. A Yamaha 01v digital mixer is also available for separate hire.

Cabling: There is ample XLR-terminated connectivity between stage (SL and SR) and sound room.

Microphones: We have 6 radio microphones available for separate hire. However, acoustics are good and these are normally only required for large scale musicals.

A monitoring microphone over the stage relays the on-stage sounds to the Bar, Lighting, Sound and Green rooms and also to a loop system for the hard of hearing.

**Lights** - More than adequate with a Zero88 Leap Frog 48 channel programmable board and 36 dimmer channels. You are welcome to use any of the colours that are already in the lanterns but we do not provide new colours. Special effects or lanterns may be hired in by hirers. **Hirers lighting technicians must be experienced 'competent persons'**. Lighting details are below.

**Note that the lighting and sound rooms are separate** but, if given advance notice, the CD player and mixer can be moved to the lighting room, providing access to the main amp and proscenium speakers.

**Communications** –Headsets and radios are available PROVIDING we have prior notice.

### Smoke machines, etc.

If your performance involves the use of smoke then prior notice is required. Smoke (or similar) in the stage area WILL activate the fire alarm system unless the proper settings are made, resulting in the evacuation of the building and the attendance of the Fire Brigade. Hirers will be charged any resulting costs.

For Health and Safety reasons, CP will always provide a Front of House Manager who will remain in charge of ALL FoH staff. We will also, if required, provide Front of House services (e.g. collecting tickets, selling programmes and acting as ushers.) In case of emergency they are responsible for the evacuation of the audience and theatre. Hirers may provide your own additional ushers who will need to familiarise themselves with the Emergency Exits, fire precautions, etc prior to the public being admitted. Hirers will need to provide a cash float of suitable denominations for programme and ticket sales (unless it is agreed that we are handling this for you). *As we have no permanent staff, hirers are responsible for all aspects of H&S and for the security of the theatre during their period of hire other than during a public performance when that responsibility is passed to our FoH Manager. Normally there will be no one else present at the theatre except for the performance.*

CP will also provide a bar, coffee and ice cream sales providing there is a suitable interval during the event.

We can provide basic publicity by offering tickets through our mailing list, and distributing promotional literature provided by you. Again, this service is provided at cost.

### Contact:

Steve Goodwin – Theatre Manager

01453 873381 07831 671820

steve@cotswoldplayhouse.co.uk

## **Cotswold Playhouse lighting system – notes for visiting companies**

(NB. These details are approximate and are subject to change)

### **Lighting desk**

Zero88 Leap Frog 48.

2 preset / submasters / theatre stack operation.

If you are unfamiliar with the desk, you are advised to look at the manual on the Zero88 website. A manual and quick reference guide is available in the lighting room.

**Do not move the desk from the lighting room.**

If you wish to bring your own desk, please let us know. It will need to be a DMX desk.

### **Sockets/Dimmers**

36 dimmers – 10A per channel. (Act6 ch 1-24, Betapack ch 25-36).

Left side of room - 24 dimmers and patch panels for lighting bars over the stage:

T = Tab bar (LX 1, just behind proc. arch). 11 circuits

M = mid stage bar. 12 circuits

C = cyc bar. 12 circuits

D = dips. Sockets at stage level - 12 circuits.

The socket numbering for bars starts at stage left.

Total power available on this phase = 100A

Right side of room - 12 dimmers and patch panels for FOH

The black patch panel is for the main lighting gantry circuits. 14 circuits

The smaller silver patch panel is the central bar over the auditorium. 8 circuits.

The side booms FOH are not permanently wired.

Total power available on this phase = 60A

### **Access**

There is a gantry for access to the main FOH bar, and LX1.

A Zarges ladder is available for access to the over stage bars.

### **Lantern stock**

Stock available includes:

8 x Prelude 16/30 profile 650w

1 x Prelude 28/40 profile 650w

4 x Prelude Fresnel 650w

6 x CCT Minuette Fresnel 650w

4 x Quartet PC 650w

9 x Patt 123 500w Fresnel

6 x Patt 223 1K Fresnel

1 x ADB 1K Fresnel

1 x ADB 2K Fresnel

8 x PAR 64 (CP62)

A number of patt 23s

3 x CODA 3 (wired together)

### **Gel**

You are welcome to use any gel that is currently in the lights, but we do not supply any other gel. If you have any special requirements please supply your own gel.

CTS in Stroud (Bath Road trading estate – 01453 750350) supply gel if you need it on the day.